VAI Partnership Grant Check-List for Applicants

1	Review Visit Arizona Initiative (VAI) Partnership Grant Program Guidelines & Application.	☐
2	Review VAI Grant Program Overview document and determine eligibility.	☐
3	If eligible, identify and collect/draft needed elements for the grant… ☐ DUNS Number ☐ Taxpayer ID Number (TIN) ☐ SAM.Gov Account ☐ Project Scope of Work ☐ Negative Pandemic Impact Data ☐ Economic Impact of Project	☐
4	Compile appropriate elements for the grant. (See above)	☐
6	Apply for VAI Partnership Program Grant using Adobe Sign link. Don't forget to attach the following... ☐ Project Scope of Work ☐ SAM.Gov Account Proof (Screenshot or email will work) ☐ Production Contract (If applicable) ☐ Supporting Documentation (If applicable) Once your entity begins the application process in Adobe Sign the work will not be saved. We recommend that your entity review the PDF version of the application, compile your answers and attachments, and then fill out the application and submit. Please note that attachments are limited to 25 pages and 5 MB per document. If you attempt to upload a document outside this bound, you get an error under the file that says "Upload limit exceeded."	☐
7	Await response from AOT. VAI Partnership Program Grant Applications will be reviewed within 30 days of the application close date.	☐

VAI Partnership Grant Timeline

Grant Program Name	Application Open & Close Date	Award Date (If Applicable)
Visit Arizona Initiative Partnership Grant Program	Application Open: 07/30/2021 Application Close: 08/31/2021	On or Before 09/30/2021

Questions? Email Grants@Tourism.AZ.Gov